

Multiple Subject/Single Subject Intern Preconditions Evidence Guide

The twelve program-specific preconditions below require specific evidence to demonstrate compliance. This document includes the required evidence to demonstrate compliance with these Preconditions. Please note that the Commission accepts authentic program documentation that demonstrates the equivalent to the evidence required.

PRECONDITION	EVIDENCE REQUIRED
<p>(1) Bachelor's Degree Requirement. Candidates admitted to internship programs must hold baccalaureate degrees or higher from a regionally accredited institution of higher education. <i>Reference: Education Code Sections 44325, 44326, and 44453.</i></p>	<p>Link to admission requirements on program website, admission form/checklist, specific page in handbook, or other authentic program documentation that indicates that candidates admitted into the internship program must hold a baccalaureate degree or higher from a regionally accredited institution of higher education.</p>

PRECONDITION	EVIDENCE REQUIRED
<p>(2) Demonstration of Subject Matter Competence.* Each Multiple Subject and Single Subject Intern must demonstrate subject matter competence prior to being recommended for the intern credential through one of the following methods:</p> <ol style="list-style-type: none"> 1. Completion of a subject matter program approved by the Commission on the basis of standards of program quality and effectiveness. Reference: Education Code 44259 (b)(5)(A)(i). 2. Passage of a Commission-approved subject matter examination. Reference: Education Code 44259 (b)(5)(A)(ii). 3. Successful completion of coursework at one or more regionally accredited institutions of higher education that addresses each of the domains of the subject matter requirements adopted by the Commission in the content area of the credential pursuant to Section 44282, as verified by a Commission-approved program of professional preparation. Coursework completed at a community or junior college that is regionally accredited by an accrediting agency listed in subparagraph (A) of paragraph (1) of subdivision (g) of Section 44203 or by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges may count for purposes of this clause. Reference: Education Code 44259 (b)(5)(A)(iii). <p>*The text of this Precondition continues below</p>	<p>Link to admission requirements on program website, admission form/checklist, specific page in handbook, or other authentic program documentation that indicates that candidates must have demonstrated the subject matter requirement competence prior to being recommended for the intern credential.</p>

PRECONDITION	EVIDENCE REQUIRED
<p>(2) Demonstration of Subject Matter Competence continued</p> <ol style="list-style-type: none"> 4. Successful completion of a baccalaureate or higher degree from a regionally accredited institution of higher education with the following, as applicable. <ol style="list-style-type: none"> i. For single subject credentials, a major in one of the subject areas in which the Commission credentials candidates as indicated in Education Code Sections 44259 (b)(5)(A)(iv)(I) and 44282 (b). ii. For multiple subject credentials, a liberal studies major or other degree that includes coursework in the content areas as indicated in Education Code 44259 (b)(5)(A)(iv)(II) and 44282 (b). 5. A combination of the methods described in 1, 2, or 3 above that, together, demonstrate that the candidate has met or exceeded the domains of the subject matter requirements adopted by the Commission. Reference: Education Code 44259 (b)(5)(A)(v), and 44282 (b). <p>NOTE: Proposed Title 5 regulations are under review with the Office of Administrative Law. These proposed regulations would provide additional information on meeting the subject matter competence requirement by degree major and/or completed coursework. Commission staff will update the relevant preconditions and evidence guidance documents and remove this note, if and when, the Title 5 regulations take effect, in accordance with direction from the Commission.</p>	<p>Please see page above for evidence required to address this Precondition.</p>

PRECONDITION	EVIDENCE REQUIRED
<p>(3) Pre-Service Requirement. Each Multiple and Single Subject Internship program must include a minimum of 120 clock hour (or the semester or quarter unit equivalent) pre-service component which includes foundational preparation in:</p> <ul style="list-style-type: none"> (a) General pedagogy including classroom management and planning, (b) Reading/language arts, (c) Subject-specific pedagogy, (d) Human development, and (e) Specific content regarding the teaching of English Learners pursuant to California Code of Regulations §80033. 	<p>Link to the minimum 120 clock hour pre-service requirements in program website, specific page in handbook, admission form/ checklist, course descriptions, or other authentic program documentation that provides evidence of the preparation of interns in each of the listed pre-service components (a) – (e).</p>
<p>(4) Professional Development Plan. The employing district has developed and implemented a Professional Development Plan for interns in consultation with a Commission-approved program of teacher preparation. The plan shall include all of the following:</p> <ul style="list-style-type: none"> (a) Provisions for an annual evaluation of the intern. (b) A description of the courses to be completed by the intern, if any (c) A plan for the completion of preservice or other clinical training, if any, including student teaching. (d) Additional instruction during the first semester of service, for interns teaching in kindergarten or grades 1 to 6 inclusive, in child development and teaching methods, and special education programs for pupils with mild and moderate disabilities. (e) Instruction, during the first year of service, for interns teaching children in bilingual classes in the culture and methods of teaching bilingual children, and instruction in the etiology and methods of teaching children with mild and moderate disabilities. 	<p>Link to an explanation of Professional Development Plan or blank Professional Development Plan located on program website, specific page in handbook, or other authentic program documentation that includes components (a) – (e), as applicable, to the intern program.</p>

PRECONDITION	EVIDENCE REQUIRED
<p>(5) Supervision of Interns.</p> <p>(a) In all internship programs, the participating institutions in partnership with employing districts shall provide 144 hours of support and supervision annually and 45 hours of support and supervision specific to teaching English learners pursuant to California Code of Regulations §80033.</p> <p>(b) University Intern Programs only: No intern's salary may be reduced by more than 1/8 of its total to pay for supervision, and the salary of the intern shall not be less than the minimum base salary paid to a regularly certificated person. If the intern salary is reduced, no more than eight interns may be advised by one district support person.</p> <p><i>Reference: Education Code Section 44462.</i> Institutions will describe the procedures used in assigning supervisors and, where applicable, the system used to pay for supervision.</p>	<ol style="list-style-type: none"> 1. Link to specific page of handbook, program website, or other authentic program documentation that explains the support and supervision of interns. 2. Link to the tracking sheet, program checklist, or other authentic program documentation used to verify the 144 hours, and additional 45 hours, of annual support and supervision of interns. If this information is housed in an internal database, screenshots can be provided. 3. Copy of MOU with district that details 5(a), and, for University Intern Programs only, 5(b).
<p>(6) Assignment and Authorization.</p> <p>To receive program approval, the participating institution authorizes the candidates in an internship program to assume the functions that are authorized by the regular standard credential.</p> <p><i>Reference: Education Code Section 44454.</i></p> <p>The institution stipulates that the interns' services meet the instructional or service needs of the participating district(s).</p> <p><i>Reference: Education Code Section 44458.</i></p>	<p>Copy of MOU with district that states candidates in the internship program to assume the functions that are authorized by the regular standard credential and that the interns' services meet the instructional or service needs of the participating district(s).</p>
<p>(7) Participating Districts.</p> <p>Participating districts are public school districts or county offices of education. Submissions for approval must identify the specific districts involved and the specific credential(s) involved.</p> <p><i>Reference: Education Code Sections 44321 and 44452.</i></p>	<p>Provide a list of the school districts or county offices of education in which interns serve.</p>

PRECONDITION	EVIDENCE REQUIRED
<p>(8) Early Program Completion Option. Each intern program must make available to candidates who qualify for the option the opportunity to choose an early program completion option, culminating in a five year preliminary teaching credential. This option must be made available to interns who meet the following requirements:</p> <ul style="list-style-type: none"> (a) Pass a written assessment adopted by the commission that assesses knowledge of teaching foundations as well as all of the following: <ul style="list-style-type: none"> • Human development as it relates to teaching and learning aligned with the state content and performance standards for K-12 students • Techniques to address learning differences, including working with students with special needs • Techniques to address working with English learners to provide access to the curriculum • Reading instruction in accordance with state standards • Assessment of student progress based on the state content and performance standards • Classroom management techniques • Methods of teaching the subject fields (b) Pass the teaching performance assessment. This assessment may be taken only one time by an intern participating in the early completion option. (c) Pass the Reading Instruction Competence Assessment (RICA) (Multiple Subject Credential only). (d) Meet the requirements for teacher fitness. <p>An intern who chooses the early completion option but is not successful in passing the assessment may complete his or her full internship program. <i>Reference: Education Code Section 44468.</i></p>	<ul style="list-style-type: none"> 1. Link to specific page of handbook or program website that explains the ECO (including components (a) – (d)). 2. Copy of ECO application that includes components (a) – (d).

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<p>(9) Length of Validity of the Intern Certificate. Each intern certificate will be valid for a period of two years. However, a certificate may be valid for three years if the intern is participating in a program leading to the attainment of a specialist credential to teach students, or for four years if the intern is participating in a district intern program leading to the attainment of both a multiple subject or a single subject teaching credential and a specialist credential to teach students with mild/moderate disabilities. <i>Reference: Education Code Section 44325 (b).</i></p>	<ol style="list-style-type: none"> 1. Link to specific page of handbook, program website, or other authentic program documentation that explains length of validity of the intern certificate. 2. Copy of MOU(s) with partnering district(s) that includes length of validity of the intern certificate.
<p>(10) Non-Displacement of Certificated Employees. The institution and participating districts must certify that interns do not displace certificated employees in participating districts. <i>Reference: Education Code Section 44225.7.</i></p>	<ol style="list-style-type: none"> 1. Link to specific page of handbook, program website, or other authentic program documentation that states that interns may not displace certificated employees. 2. Copy of MOU with district(s) that certifies that interns may not displace certificated employees.
<p>(11) Justification of Internship Program. When an institution submits a program for initial or continuing accreditation, the institution must explain why the internship is being implemented. Programs that are developed to meet employment shortages must include a statement from the participating district(s) about the availability of qualified certificated persons holding the credential. The exclusive representative of certificated employees in the credential area (when applicable) is encouraged to submit a written statement to the Committee on Accreditation agreeing or disagreeing with the justification that is submitted.</p>	<p>Letters of support from partnering district(s) regarding the availability of qualified certificated persons holding the credential in their districts that justify the intern program.</p>

PRECONDITION	EVIDENCE REQUIRED
<p>(12) Bilingual Language Proficiency. Intern programs must verify that candidates who are dually enrolled in a Bilingual Authorization program have attained a language proficiency level in listening, speaking, reading, and writing the target language that is equivalent to the passing standard on the appropriate CSET: World Languages language examination prior to recommending for the intern credential. This performance level is set at a minimum of ACTFL Advanced-Low for Western languages and ACTFL Intermediate-High for non-Western languages. Programs must submit evidence to the Commission which demonstrates how the program ensures that candidates meet the requirement. <i>Reference: Education Code Section 44325(c)(4).</i></p>	<p>This precondition is applicable only for programs that have been approved to offer a Bilingual Authorization program. Programs not approved to offer a Bilingual Authorization program may not place candidates in bilingual settings.</p> <ol style="list-style-type: none"> 1. Link to program website or candidate handbook with program requirements indicating that language competence must be met prior to being recommended for the intern credential for candidates who are dually enrolled in a bilingual authorization and intern program. 2. Program checklist or equivalent that demonstrates how and when the program verifies the candidate has met the language competence requirement.